AO 440 (Rev. 06/12) Summons in a Civil Action

Date: \_\_\_\_\_

UNITED STATES DISTRICT COURT						
District of						
Plaintiff(s) $V.$ $Defendant(s)$	) ) ) (- ) (- ) (- ) (- ) (- ) (- ) (- )					
SUMMONS IN A CIVIL ACTION						
To: (Defendant's name and address)						
A lawsuit has been filed against you.						
Within 21 days after service of this summons on you (not counting the day you received it) — or 60 days if you are the United States or a United States agency, or an officer or employee of the United States described in Fed. R. Civ. P. 12 (a)(2) or (3) — you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are:						
If you fail to respond, judgment by default will You also must file your answer or motion with the cour	l be entered against you for the relief demanded in the complaint. rt.					
	CLERK OF COURT					

Signature of Clerk or Deputy Clerk

AO 440 (Rev. 06/12) Summons in a Civil Action (Page 2)

Civil Action No.

## PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

	This summons for (no	ame of individual and title, if an	ny)			
was re	ceived by me on (date)		·			
	☐ I personally served	d the summons on the ind	lividual at (place)			
			on (date)	; or		
	☐ I left the summons	s at the individual's reside	ence or usual place of abode with (name)			
	, a person of suitable age and discretion who resides					
	on (date), and mailed a copy to the individual's last known address; or					
	☐ I served the summ	ons on (name of individual)			, who is	
	designated by law to	accept service of process	s on behalf of (name of organization)			
			on (date)	; or		
	☐ I returned the sum	mons unexecuted because	e		; or	
	☐ Other (specify):					
	My fees are \$	for travel and \$	for services, for a total of \$			
	I declare under penal	ty of perjury that this info	ormation is true.			
Date:						
2		_	Server's signature			
		_	Printed name and title			
		<del>-</del>				
			Server's address			

Additional information regarding attempted service, etc: